



# County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

October 12, 2010

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

12 October 12, 2010

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Supervisors:

**ACCEPT 2010 DISASTER CORPS GRANT PROGRAM FUNDS  
APPROVE APPROPRIATION ADJUSTMENT  
(ALL DISTRICTS) (4 VOTES)**

### SUBJECT

Approval to accept and administer the County of Los Angeles' allocation of \$231,000 from the 2010 Disaster Corps Grant Program and to approve the attached Appropriation Adjustment to distribute those funds to the Chief Executive Office, Office of Emergency Management.

### **IT IS RECOMMENDED THAT YOUR BOARD:**

1. Accept \$231,000 in grant funds, awarded by the Department of Homeland Security as distributed through the California Volunteers Commission, Office of the Governor to develop, expand, and enhance State and local governments' ability to utilize disaster volunteer resources.
2. Approve the attached Appropriation Adjustment in the amount of \$231,000 to distribute funding to the Chief Executive Office, Office of Emergency Management.
3. Delegate authority to the Chief Executive Officer, or his designee, to sign and execute the agreement with the State of California and all future amendments, modifications, extensions, and augmentations as necessary.

*"To Enrich Lives through Effective and Caring Service"*

**Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only**

4. Adopt the attached Governing Body Resolution, which authorizes the Chief Executive Officer, or his designee, to sign and execute, on behalf of the County of Los Angeles, all future amendments, modifications, extensions, and augmentations as necessary.
5. Authorize the Chief Executive Office to proceed with the solicitation and purchase of goods and services as necessary, but not to exceed the amount of \$231,000.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Department of Homeland Security has released 2010 Disaster Corps Grant Program (DCGP) funds to selected jurisdictions, including the County of Los Angeles (County) Operational Area (OA), that are intended to support the development, expansion, and enhancement of State and local governments' ability to use disaster volunteer resources. As evidenced in the past five years, the government's use of volunteer resources in disasters is becoming an increasingly integral component of California's emergency management system. The California Volunteers Commission has dedicated grant funding for a program that will support the development of a cadre of 1,000 Disaster Corps Volunteers and to create a statewide volunteer force of government-affiliated citizens that can deploy locally, to neighboring jurisdictions, or statewide in response to a resource request.

DCGP will fund a volunteer coordinator position for up to 18-months and the instruction cost for 200 volunteers. Through this program, the OA will test, implement, and refine the Disaster Corps program model, enhance coordination with non-governmental organizations active in disasters, and work with volunteer centers to improve management of spontaneous unaffiliated volunteers during response. The DCGP grant award of \$231,000 will be administered by the Chief Executive Office (CEO), Office of Emergency Management (OEM). By participating in the 2010 DCGP, the OA will become a founding member of the Disaster Corps and have access to trained volunteers from around the State, who can help us respond to disasters in the County.

The Board is requested to approve the attached Governing Body Resolution, which provides a list of CEO personnel authorized to sign documents for the DCGP grant. The CEO will need to submit other grant documents including, but not limited to, grant assurances and reimbursement requests.

The attached Appropriation Adjustment will provide OEM the authority to incur eligible costs approved for reimbursement under this grant.

**IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Access to these grant funds addresses the County's Strategic Plan Goal 5: Public Safety, Strategy 2 - Disaster Planning: Evaluate and refine a coordinated countywide catastrophic disaster plan to ensure workforce and resident readiness and preparedness in the event of a large-scale emergency.

**FISCAL IMPACT/FINANCING**

This grant is fully funded by the Department of Homeland Security as distributed through the California Volunteers Commission, Office of the Governor. There is no matching requirement imposed on the utilization of these funds. Approval of the Appropriation Adjustment will increase the fiscal year 2010-11 Emergency Preparedness Response budget by \$231,000 for use by OEM.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The California Volunteers Commission, Office of the Governor has provided the County OA with specific guidelines for the administration, management, and utilization of these funds. These guidelines detail the activities and expenditures that are eligible for reimbursement.

**CONTRACTING PROCESS**

The grant agreement with the State of California will be entered into and administered by the CEO under delegated authority as approved by your Board. Prior to execution, the agreement will be reviewed and approved by County Counsel.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

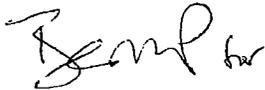
This grant provides funding to the County for developing and supporting a cadre of 200 Disaster Corps Volunteers and an 18-month contract for a volunteer coordinator position. DCGP funds will have a positive impact on current services by improving and enhancing the County's ability to use disaster volunteer resources when they are needed.

Honorable Board of Supervisors  
October 12, 2010  
Page 4

**CONCLUSION**

Upon execution by the Board of Supervisors, please send a copy of the adopted Board letter and the signed Governing Body Resolution to OEM for processing.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:BC:JAW  
JF:RW:MI:cc

Attachments (2)

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller

OEM/2010 DC Grant Accept.bl.101210.docx

The purpose of the Governing Body Resolution is to demonstrate that the Governing Body accepts responsibility for the grant award, acknowledges the contract for the grant award, approves the term and dollar amount of the contract, and appoints individuals to act on behalf of the Governing Body.

***Please note: If at the time of the application a Governing Body Resolution is unavailable a letter stating the date the agenda item will be calendared will be accepted in lieu of a signed resolution. However, a signed Resolution must be submitted before the grant contract is executed.***

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*Authorized Agent(s)*     The Governing Body Resolution allows for the appointment of individuals or positions to sign the contract on the behalf of the Governing Body. For each person or position appointed by the Governing Body, submit the following information, with the resolution, to California Volunteers on the Applicant's letterhead:

- Name
  - Title
  - Address
  - City
  - Zip Code
  - Phone Number
  - Fax #
  - E-Mail Address
- 

*On the following page is a sample of a Governing Body Resolution that could be used for this Disaster Corps Grant application package.*

**Governing Body Resolution for 2010 Disaster Corps Grant**

*BE IT RESOLVED BY THE Board of Supervisors OF THE County of Los Angeles THAT*

- Chief Executive Officer , OR
- Chief Deputy, Chief Executive Officer , OR
- Deputy, Chief Executive Officer , OR
- Senior Manager, CEO , OR

is hereby authorized to execute for and on behalf of the named legal applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance through the Disaster Corps Grant administered by California Volunteers.

Passed and approved this 12<sup>th</sup> day of October, 2010

**Certification**

I, Gloria Molina, duly appointed and  
 (Name)  
Chair of the Los Angeles County Board of Supervisors  
 (Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved

by the Board of Supervisors of the County of Los Angeles on the  
 (Governing body) (Name of Applicant)  
12<sup>th</sup> day of October, 2010.

**Chair, Board of Supervisors**

\_\_\_\_\_  
 (Official Position)  
Gloria Molina  
 (Signature)  
OCT 12 2010  
 (Date)



ATTEST: SACHI A. HAMAI  
 EXECUTIVE OFFICER  
 CLERK OF THE BOARD OF SUPERVISORS

By Sachelle Amitherman, Deputy

**7. Signature (Signing) Authority**

**Signature Authority**

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AS THE \_\_\_\_\_  
(Secretary/Director / President)

OF THE \_\_\_\_\_  
(Name of Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named organization, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the California Emergency Management Agency and California Volunteers.

\_\_\_\_\_, OR  
(Name or Title of Authorized Agent)

\_\_\_\_\_, OR  
(Name or Title of Authorized Agent)

\_\_\_\_\_,  
(Name or Title of Authorized Agent)

Signed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Official Position)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**AUTHORIZED AGENTS,  
DISASTER CORPS GRANTS**

William T Fujioka  
Chief Executive Officer  
713 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. No. 060

DEPARTMENT OF Chief Executive Office

OCTOBER 12, 2010

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2010-2011

4 - VOTES

SOURCES

USES

Emergency Preparedness and Response
A01-OE-90-9031-12600
Federal - Grants \$231,000
Increase Revenue

Emergency Preparedness and Response
A01-OE-2000-12600
Services and Supplies \$231,000
Increase Appropriation

Total Emergency Preparedness and Response \$231,000

Total Emergency Preparedness and Response \$231,000

JUSTIFICATION

Appropriation adjustment is necessary to accept funding for the 2010 Disaster Corps Grant. This adjustment will recognize \$231,000 in grant funds provided by the federal Department of Homeland Security and awarded through California Volunteers, Office of the Governor. These funds will be used to provide resources for developing, expanding, and enhancing state and local governments' abilities to use disaster volunteer reserves.

ADOPTED BOARD OF SUPERVISORS

12 OCT 12 2010

Shel White Fiscal Officer, CEO

CHIEF EXECUTIVE OFFICER'S REPORT

Sachi A. Hamai SACHI A. HAMAI EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR --

ACTION

APPROVED AS REQUESTED

AS REVISED

RECOMMENDATION

September 30 2010

Jacqueline White CHIEF EXECUTIVE OFFICER

AUDITOR-CONTROLLER BY

Karen Sulema

APPROVED (AS REVISED): BOARD OF SUPERVISORS

20

NO. 041

Sept 30 2010

BY

DEPUTY COUNTY CLERK